



---

## OFFICE OF PUBLIC INSTRUCTION

---

PO BOX 202501  
HELENA MT 59620-2501  
[www.opi.state.mt.us](http://www.opi.state.mt.us)  
(406) 444-3095  
888-231-9393  
(406) 444-0169 (TTY)

Linda McCulloch  
Superintendent

October 1, 2002

To: OPI MASS Representatives

From: Madalyn Quinlan, Chief of Staff

Subject: Summary of OPI Activities for October 2002

Here is a summary of the current activities at the Office of Public Instruction (OPI) for October 2002. This summary can also be found on OPI's Web Page at [www.opi.state.mt.us/MASSUpdates/](http://www.opi.state.mt.us/MASSUpdates/).

### Office of the State Superintendent

State Superintendent Linda McCulloch and her staff warming up the engine for the fall **Yellow School Bus Tour**. Three tours are scheduled for October and December 2002.

October 21-25 Lame Deer, Broadus, Miles City, and Roundup

October 28-29 Valier and Browning

December 5-6 Stevensville and Hamilton

The Yellow School Bus Tour is an informal way for OPI staff to listen and learn about the current situations and diverse needs of educators across Montana. If you would like more information, contact OPI Tour coordinator, Jan Lombardi at [jlombardi@state.mt.us](mailto:jlombardi@state.mt.us) or 444-1641.

### **Highlights of State Superintendent Linda McCulloch's activities in September**

During September, State Superintendent McCulloch:

- Met with Governor Martz and Budget Director Swysgood concerning OPI's budget request for the 2005 biennium
- Attended training on the Annual Data Collection and the 5-year Comprehensive Education Plan
- Met with legislative auditors as a part of OPI's audit review
- Attended the 2-day Board of Public Education meeting in Bozeman
- Attended the monthly meeting of the State Land Board
- Traveled to New Mexico for the *Pathways to College: Linking Policy with Research and Practice* Conference
- Participated in the Montana Heritage Project's Board of Directors Meeting
- Attended the Board of Regents meeting in Butte
- Spoke to the School Superintendent's Fall Conference
- Participated in the State Action for Education Leadership Project Forum in Bozeman
- Attended the Board of Directors meeting of the Northwest Regional Educational Laboratory
- Traveled to Washington DC for a state chiefs meeting with US Secretary of Education, Rod Paige

### **Stipends to be Awarded to Three Nationally Certified Teachers**

At the MEA-MFT Educators' Conference in Missoula on October 17, State Superintendent Linda McCulloch will award three Montana teachers with stipends, in the amount of \$3,000, for having achieved certification by the National Board of Professional Teaching Standards. The 2001 legislature

appropriated state general fund dollars for these stipends. A reception for the recipients will be held on October 17 at the Holiday Inn Parkside, Missoula, from 5 p.m. to 7 p.m. The recipients are:

Valerie Bebee, LaMotte Elementary  
Kristy Martin Hutchinson, Wise River Elem  
Cheri Neuman Dale, Billings Public Schools

Certificate: Early Adolescence/English Language Arts  
Certificate: Middle Childhood/Generalist  
Certificate: Early Childhood through Young  
Adult/Exceptional Needs Specialist

### **MT American Indian Dropout Prevention Project**

The U.S. Dept. of Education recently awarded the Office of Public Instruction with a grant for nearly \$1 million to fund the MT American Indian Dropout Prevention Project. The Project proposes to assist American Indian students in graduating from high school by implementing a research-based design at the state level and in six demonstration schools. At the state level, the Office of Public Instruction, the Interagency Coordinating Council for Prevention Programs, and the Montana Wyoming Indian Education Association will collaborate to produce a comprehensive strategic plan for dropout prevention and host a statewide conference on research and effective strategies. The project will also work with high schools and middle schools located primarily on reservations to provide leadership and assistance in creating school/family/tribal and community collaborations.

The six demonstration schools include:

- Box Elder High School
- Browning High School
- Heart Butte High School
- Lame Deer High School
- Poplar High School
- Rocky Boy High School

The grant is for \$328,461 for the first year with the expectation of funding for three years. The total amount of the three-year grant is expected to be \$981,872. OPI Contacts: Lynn Hinch, 444-3482, [lhinch@state.mt.us](mailto:lhinch@state.mt.us), or Lori Falcon, 444-3013, [lfalcon@state.mt.us](mailto:lfalcon@state.mt.us).

**Annual Data Collection for Fall 2002:** During September and early October, OPI staff trained more than 300 school personnel on how to report their data electronically for the Annual Data Collection (ADC). Thank you to all who participated in the training. Through the ADC reporting process, OPI collects information from school districts on school personnel and teaching assignments, pupil instruction-related (PIR) activities, non-public school enrollment, dropout counts, gifted student counts, and counts of Limited English Proficient and immigrant students. The completed ADC reports are due to the county superintendent by October 15 and to OPI by October 22. OPI Contact: Madalyn Quinlan, 444-3168, [mquinlan@state.mt.us](mailto:mquinlan@state.mt.us).

**Directory of Montana Schools:** The 2002-2003 Directory of Montana Schools has been completed and sent to the printer. We expect printed copies to be completed by mid-October. Once printed, the Office of Public Instruction will distribute the directories to Montana schools. The Portable Document File (PDF) of the 2003 Directory is available on our web site at: <http://www.opi.state.mt.us/Directory/>.

Additional copies of the 2003 Directory of Montana Schools, \$8.70 each, will be available by contacting:

Advanced Litho Printing  
226 9th Ave. S.  
Great Falls, MT 59405-4034  
(406) 453-0393

**Legislative Forum and Public Hearing on American Indian High School Dropouts:** The Montana-Wyoming Indian Education Association, Montana Advisory Council on Indian Education and Montana-Wyoming Tribal Leader's Council are sponsoring a Legislative Forum on November 7 -8, 2002 in

Helena. The purpose is to discuss current issues facing the Montana Indian Tribes as well as urban Indian communities and to develop recommendations for potential legislative needs (state and federal) as well as other strategies. There will be discussion groups dedicated to K-12 education. A special event, free to the public, is a Public Hearing on American Indian High School Dropouts scheduled for the evening of November 7th. For more information, contact Norma Bixby, Coordinator, Box 307, Lame Deer, MT 59043, 406-477-6602 or [norma@rangeweb.net](mailto:norma@rangeweb.net). To pre-register contact MWIEA c/o, Carol Juneau, Box 55, Browning, MT 59417, 406-338-5689 (phone), 406-338-5688 (fax), or [csjuneau@3rivers.net](mailto:csjuneau@3rivers.net).

#### Proposed Rule Changes for Educator Licensure

On October 22, 2002 at 9:00 a.m. a public hearing will be held in the conference room at the Office of Higher Education, 2500 Broadway, Helena, Montana, to consider the adoption, amendment, transfer and/or repeal of rules relating to teacher certification. A copy of the Board of Public Education rule notice relating to proposed changes in certification and accreditation rules can be found at <http://www.opi.state.mt.us/Cert/Index.html>, under Related Links. The notice contains the text of the proposed rules. The public comment period closes on October 24, 2002. Written comments may be submitted by mail to the Board of Public Education, P.O. Box 200601, Helena, MT 59620-0601, or by e-mail to [smeloy@bpe.montana.edu](mailto:smeloy@bpe.montana.edu).

The Chapter 57 Task Force recommended changes in the educator licensure rules. These recommendations can be found at <http://www.opi.state.mt.us/pdf/cert/July25CSPACCh57.pdf>.

If you would like to be added to the list of interested persons, who wish to receive notices of rulemaking actions proposed by the board, send your name and mailing address to the Board of Public Education. Contact: Steve Meloy, Executive Secretary, Board of Public Education, 406-444-6576.

#### Assessment News

**Join Us in Measuring Progress (JUMP):** The September 2002 edition of the OPI Assessment newsletter is available online at <http://www.opi.state.mt.us/pdf/assessment/newsletters/Sep2002AssessNews.pdf>. We invite your suggestions. Please send suggestions and comments to [jsnow@state.mt.us](mailto:jsnow@state.mt.us).

**2002 Iowa Test Results are Released:** At the Board of Public Education meeting on September 18, Superintendent of Public Instruction Linda McCulloch released the 2002 Iowa test scores for Montana 4th, 8th and 11th grade students. Montana students in all grades scored above the national average in all five subject areas of reading, math, science, language arts and social studies. More details can be found in the Superintendent's press release at <http://www.opi.state.mt.us/Supt/NewsStories/0285613DFA.ncll>. The Iowa test results are accessible on-line on OPI's Assessment web page <http://www.opi.state.mt.us/Assessment/index.html>. OPI has added a Simple Search for viewing test results at the state, district and school levels and for disaggregating the data by grade level, subject area tested, and the following categories:

- IDEA-Eligible Students with Disabilities
- Students without Disabilities
- Gender
- Racial or Ethnic Origin
- Participating in Free or Reduced Lunch
- Not Participating in Free or Reduced Lunch

**2003 Iowa Testing Window:** The window for administering the 2003 Iowa Tests is March 10 – 28, 2003. Make-up tests are included in this window. Districts and the Office of Public Instruction will

continue with the same procedures for materials for grades 4, 8, and 11. OPI will arrange with Riverside for materials for these grades. Training opportunities for material receipt and administering the tests will be announced in future JUMP newsletters. OPI Contact: Judy Snow, State Assessment Director, 444-3656, or [jsnow@state.mt.us](mailto:jsnow@state.mt.us).

**New Test Coordinator:** If your district has a new test coordinator for the 2002-2003 school year, please notify the OPI assessment office by October 15. Please send the district name, new test coordinator name, and the phone number and email address for the new test coordinator to Lindy Miller, [lindmiller@state.mt.us](mailto:lindmiller@state.mt.us) or fax: 406-444-3924.

**Thank you to all who responded** to the OPI survey indicating your preference for administering the criterion-referenced test in reading and math in one high school grade. These responses will assist OPI in choosing the high school grade level for the test.

#### Student Mathematics Proficiency Manual sent to High Schools

The Commissioner of Higher Education, the Superintendent of Public Instruction, and the Mathematics Proficiency Steering Committee recently mailed 4,000 copies of the *Student Mathematics Proficiency Manual* to Montana's high school mathematics departments. This manual features a page describing freshman mathematics course offerings for each of the Montana University System campuses, including tribal colleges; proficiency descriptors tied to the ACT test; and a set of math problems that college-ready students should be able to solve. In every mathematics classroom, there will be enough manuals to give students easy access as they select high school courses, evaluate their own college readiness and plan ahead for college.

In August, every high school counselor received copies of the leaflet *Looking Ahead to College Mathematics*, another resource developed through a collaborative effort initiated by the Office of the Commissioner of Higher Education (OCHE). With assistance from the Office of Public Instruction, OCHE has convened teams of mathematics teachers and professors to explore ways to improve students' transition from high school to higher education. These committees contributed to the K-12 Mathematics Content Standards, assembled information showing mathematics proficiency levels necessary for satisfactory performance in specific math courses and college majors, and explored current and potential uses of several standardized tests.

From the website at <http://www.montana.edu/mus/mathproficiency>, you can print additional copies of the manual from a PDF file. The website files will be periodically updated to reflect course changes in the university system. Additional printed leaflets and manuals are also available upon request. The contact for this project is Jan Clinard, 444-0652 or [jclinard@oche.montana.edu](mailto:jclinard@oche.montana.edu).

#### School Finance

**Payment Advices Now Sent Electronically:** Beginning in August 2002, OPI no longer mails the monthly payment advice listing OPI payments of direct state aid, state special education allowable cost funding, guaranteed tax base subsidies, school block grants, and state transportation aid. Payments are made during the last week of each month, under a schedule approved by the Board of Public Education ([Click here for FY03 payment schedule](#)). OPI contact: Bonnie Maze, (406) 444-3249 or [bmaze@state.mt.us](mailto:bmaze@state.mt.us).

**October 7 Enrollment Count -- "10 Day Rule":** A district may not count a student as enrolled if that student has been absent, with or without excuse, for 11 consecutive school days immediately preceding and including the count date. Even if the student has not missed 10 days as of the count date, a district

cannot count the student if: 1) the student has enrolled in another district; or 2) the district has received notice verbally or in writing that the student will no longer be attending; or 3) the student had records transferred to another school; or 4) the student is otherwise unable to continue attendance (death, detention, etc.) (ARM 10.20.102) OPI Contact: Tal Redpath, (406) 444-3024, or [fredpath@state.mt.us](mailto:fredpath@state.mt.us).

**Budget Amendments for Unusual Enrollment Increases:** If the October 7, 2002 enrollment count exceeds the enrollment for last year, you might need to consider processing a budget amendment. Additional state funding is generally available for the enrollment increase if it exceeds 6% of the last year's average enrollment. OPI offers a budget amendment packet to help you with the process. OPI Contact: Nancy Hall, 444-9852, or [nhall@state.mt.us](mailto:nhall@state.mt.us).

**New Grant Revenue and Expenditure Coding System:** A new numbering system for recording grant revenues and expenditures will be implemented in FY2003-04. Clerk/business managers are encouraged to start using the codes during FY 2002-03. For a list of new codes, see "[New Codes for FY 2004](#)" on the School Finance webpage. OPI Contact: Jim Oberembt, (406) 444-1257, or [joberembt@state.mt.us](mailto:joberembt@state.mt.us).

**Central Grant Files Required:** OPI policy requires that each district must maintain a central grant file in the business office for audit purposes. For each grant project, the file must contain the grant application; grant award document; approved grant budget; cash request form(s); record of cash receipts; record of matching expenditures, if required; budget modification forms, if any are filed; any significant correspondence; final reporting and closeout documents. The grant's authorized representative, who is normally the district superintendent, should file copies of all grant documents with the clerk of the district to ensure compliance. OPI has a standard form called the "Federal/State Grant Control Record" that can be used as a cover page for each grant file. For a copy, see the OPI State and Federal Grants Handbook, Appendix B-1, number 5. The page is available under "Grant Control Record" on the School Finance Webpage: [http:// www.opi.state.mt.us/schoolfinance/forms.html](http://www.opi.state.mt.us/schoolfinance/forms.html). OPI Contact: Joan Anderson, (406) 444-1960 or [janderson@state.mt.us](mailto:janderson@state.mt.us).

**Contract Soon for FY 2001-02 Audits:** If you haven't already done so, please contact your auditor soon to arrange an audit of FY 2001-02. School districts that spent more than \$300,000 of Federal assistance last year, including USDA commodities, must submit an "A-133" (aka "Federal") audit report for FY 2001-02 to OPI by March 31, 2003.

Districts that spend less than \$300,000 of Federal assistance must have a "regular" audit and submit a report to OPI within one year of the close of the fiscal year (i.e., FY2001-02 audits are due to OPI by June 30, 2003). Very small districts with less than \$200,000 of total revenues in all funds combined must have an audit "review" every four years upon OPI request. OPI Contact: Jim Oberembt, (406) 444-1257, or [joberembt@state.mt.us](mailto:joberembt@state.mt.us).

**Requesting Cash for OPI Grants:** For grants administered by OPI (see OPI Federal and State Grants Handbook for complete list), remember to submit an annual cash request form for each project in order to receive cash advances. The form shows the district's grant cash needs for each month of the year. Once the form is signed by the district clerk and authorized representative and submitted to OPI, OPI will pay grant cash advances per the request form on the 10th of each subsequent month. The annual form may be amended at any time during the year by sending a revised copy to OPI. For a copy of the form, see the OPI State and Federal Grants Handbook, Appendix B-1 or <http://www.opi.state.mt.us/FederalPrograms/Index.html> under "2002-2003 Consolidated Application Materials." OPI Contact: Joan Anderson, (406) 444-1960, or [janderson@state.mt.us](mailto:janderson@state.mt.us).

### Pupil Transportation

**Approved Bus Routes:** Please remind bus drivers—Buses must be driven on routes as they were approved by the county transportation committee. Routes must not be altered without the county transportation committee's approval. Running alternative routes without approval may result in state and county overpayments that are subject to refund. Altering routes might also expose the district to unnecessary liability risks. OPI contact: Maxine Mougeot, (406) 444-3095 or [mmougeot@state.mt.us](mailto:mmougeot@state.mt.us).

**TR-1 Bus Route forms** for routes having only Elementary riders are due to the County Superintendent by October 1 and to OPI by October 15. For routes having high school riders, the district must count riders each morning from November 14-20 and send the TR-1 forms to the county and OPI in December. An optional OPI form (TR-2) is available at <http://www.opi.state.mt.us/pdf/pupiltransport/TR-2.pdf> to help do the high school counts. OPI contact: Maxine Mougeot, (406) 444-3095 or [mmougeot@state.mt.us](mailto:mmougeot@state.mt.us).

**NEW--10 Hour Per Year Bus Driver Training Requirement:** Standards adopted by the Board of Public Education now require a minimum of 10 hours of training for school bus drivers each year. This includes substitute drivers. Each district may determine the types of training included in the program. OPI has a variety of videos on bus driving techniques and bus safety issues that are available for district use. OPI contact: Maxine Mougeot, (406) 444-3095 or [mmougeot@state.mt.us](mailto:mmougeot@state.mt.us).

### Accreditation

#### **Regional Comprehensive Education Plan Facilitation and Technical Assistance**

Fifteen regional Five-Year Comprehensive Education Plan facilitators were selected through an RFP process carried out between August 15 and September 6, 2002. These facilitators will provide 12 hours of technical assistance to districts as they work through the development and modification of their Five-Year Comprehensive Education Plan due to the Office of Public Instruction (OPI) on May 1, 2003.

Montana districts are of infinite variety and so are their comprehensive education plans! In order to provide technical assistance that best meets specific district needs, training groups are organized by size, region, and, in some cases, location on a major interstate. Each group is then assigned a facilitator to work with these like-district groups over the next seven months.

The first regional training will be held in November 2002. The purposes of this training are:

- To look at district profiles and determine modifications or additions that need to be made to comply with OPI guidance for Part A of ARM 10.55.601.
- To give district staff instruction on the use of the OPI Profile Producer Excel Spreadsheets.
- To provide time for district staff to work on the district profile with technical assistance immediately available to answer questions.

NOTE: The OPI recommends that the district staff member(s) most familiar with Excel software and that have direct responsibility for district profiling attend this first session. November dates will be announced ASAP.

The second, and more comprehensive training session will be held via teleconference December 3, 2002. The agenda will include a keynote address by Dr. Victoria Bernhardt regarding the use of multiple measures for improving student performance. The OPI staff will present a Five-Year Comprehensive Education Plan and a No Child Left Behind Act of 2001 update following Dr. Bernhardt's lecture.

A series of three facilitated Five-Year Comprehensive Education Plan work sessions will be held between December 1 and May 1, 2002. These sessions will walk district teams through analyzing data, writing action plans and creating a process for evaluating the effectiveness of their own five-year plan.

The OPI and facilitators look forward to a very productive and informative year! We recommend that all districts plan to send at least a small team to the Five-Year Comprehensive Education Plan regional workshop series. The series will provide updated information from OPI as new guidance is released and it will give like-districts an opportunity to share their problems and solutions. For updated information about the Five-Year Comprehensive Education Plan in your region and OPI contacts, go to [http:// www.opi.state.mt.us/5YearPlan/Index.html](http://www.opi.state.mt.us/5YearPlan/Index.html).

**Profile Producer Excel Spreadsheets Now Available:** The Office of Public Instruction (OPI) is happy to announce that the templates for Section Three - District Climate, and Section Four - District Programs and Policies are now available for PK-12 districts. They can be found on the OPI Web Site at <http://www.opi.state.mt.us/5yearplan/profileinfo.html>. Section Two - Achievement, and grade-level specific templates will be available soon.

For best results, download Profile Producer Template and save to your hard drive (right click on link and "Save target as"). Save the file in a folder you will remember. Open Profile Producer with Microsoft Excel. Follow instructions on instruction sheet. For specific technical assistance on the Profile Producer spreadsheets, contact Kevin Boice at [kboice@state.mt.us](mailto:kboice@state.mt.us) or call (406)444-1852.

**Small Rural Schools Program:** The U. S. Department of Education has released information on the district level allocations for the Small Rural Schools (SRS) program. To view the spreadsheet go to <http://www.ed.gov/offices/OESE/reap/submittedreap/Montana.xls>.

Most eligible districts have now received their award documents and information packets for the Small Rural Schools funding under the Rural Education Initiative, Title VI, Subpart 2 of the ESEA. If not, the information should arrive within the next few days from the U.S. Department of Education.

In order to request and receive cash draws from the awarded funds in the district, the U. S. Department of Education's GAPS e-payment system must be used. This system is new to most district clerks. To find information about the system, go to the GAPS e-payment system website at: <http://e-grants.ed.gov/gapsweb/epHome.asp>. This site refers to forms the district must fill out to get set up to use the e-payments system. Districts will need their "DUNS Number" that was obtained during the application process early in the summer. It is the 9-digit Dun and Bradstreet business identifier number for the district.

Districts must also provide the Routing Number to the bank account that will receive the funds. Districts are encouraged to contact the County Treasurer for help filling out the "SF 1199A, Direct Deposit Form." When filing out the form, it is suggested that the county's account routing number be utilized to allow the system to send the funds directly to the County Treasurer for the district. OPI Contact: Michael Hall, 444-4422, or [mhall@state.mt.us](mailto:mhall@state.mt.us).

#### Special Education

**Professional Development for Mentors:** The OPI Division of Special Education and MEA-MFT are sponsoring an all day workshop on mentoring skills at the 2002 MEA-MFT Educators Conference. The workshop is titled "Mentoring New Teachers - More Than Being a Warm Body," and will be held on Thursday, October 17. The workshop is designed for potential mentors or practicing mentors and will

teach essential skills that create a successful mentor relationship with new teachers. Professional trust building, creating a reflective practice and building autonomy will all be taught through interactive lessons and participant discussions. John Graves, a Middle School Instructor and Adjunct Instructor at MSU-Bozeman will be the presenter for the workshop. OPI Contact: Nikki Sandve, 406-444-0299, [nsandve@state.mt.us](mailto:nsandve@state.mt.us).

**School-Based Medicaid Programs:** The OPI and the Department of Public Health and Human Services (DPHHS) continue to make significant strides in the design of a comprehensive school-based Medicaid program. To date, the State and its subcontractor, MAXIMUS, have identified several opportunities to both increase school Medicaid recoveries and streamline Medicaid billing requirements. We thank all of the schools and cooperatives that have provided information to support the design of this expanded program. MAXIMUS is drafting their initial recommendations for submittal to the State on October 15<sup>th</sup>. We anticipate that several of the recommendations will be approved and implemented in the coming year.

There will be a brief discussion on this Medicaid refinancing project during Clinic Five (Thursday, October 17 from 1:00 – 2:00pm) at MCEL in the sectional titled *State and Federal Special Education Funding*. Anne Chappuie from MAXIMUS will cover highlights of the project and be available for questions. OPI Contact: Bob Runkel, 444-4429 or [brunkel@state.mt.us](mailto:brunkel@state.mt.us).

#### Career and Technical Education

**OPI Staffperson Honored:** Congratulations to David Strong, who has been selected as the Montana Industrial Technology Administrator of the Year by the Montana Industrial Technology Education Association. David will be honored at the awards banquet during the annual MACTE conference in Missoula on October 17th. Contact: Jim Weber, President, Montana Industrial Technology Education Association, (406) 447-8838, [jweber@helena.k12.mt.us](mailto:jweber@helena.k12.mt.us).

#### Educational Opportunity and Equity Division

**Reviewers Needed for Selection of Supplemental Service Providers:** The Office of Public Instruction Title I, Part A staff seek assistance in securing persons to be reviewers of applications for entities wishing to be approved as Supplemental Service Providers. The review will be held October 16, 2002 in the OPI upstairs conference room at 1300 11th Ave. from 8:30 a.m. to 4:30 p.m. A back up day of October 22, 2002 has been reserved in case it is needed.

Please distribute our request to individuals that you feel might be appropriate reviewers. We need to ensure good representation of schools and communities with high numbers of American Indian students since many of the schools that are eligible for the services also have high numbers of American Indian students. Your assistance in this outreach is greatly appreciated!

Interested persons should call Gwen Smith at 444-5660 or email her at [gsmith@state.mt.us](mailto:gsmith@state.mt.us) to let us know they would be able to serve as a reviewer. We will reimburse expenses at state rates and provide substitute pay to a district if needed.

**Title I Conference:** The 2002-2003 Title I Conference will be held in Great Falls at the Heritage Inn, on February 24-26, 2003. The conference will begin at 1:00 pm on Monday with a General Session for teachers, paraprofessionals, parents, and administrators. A keynote speaker has been invited from the US Department of Education to provide an overview of Title I and the No Child Left Behind Act. Additional sessions will provide an update on the Montana Comprehensive Assessment System (MontCAS), the process and timeline for determining Adequate Yearly Progress (AYP), qualifications for teachers and paraprofessionals, and requirements for professional development.

The second day of the conference will include workshops on scientifically-based reading and math programs in grades K-8 and 9-12. Additional workshops on increasing parent involvement and family literacy, and teaming for student and school success will also be scheduled.

The third day will be limited to participants from high priority schools that have been identified for program improvement. Team members from invited schools will meet in small groups to share successes and challenges from the 2001-2002 school year and to report on plans for the future.

Additional information on conference registration and content will be distributed to all schools in the near future. OPI Contact: Gwen Smith, Administrative Assistant, Title I Program, 406-444-5660 or [gsmith@state.mt.us](mailto:gsmith@state.mt.us).

The **Montana Migrant Education Program** has joined with a number of other states to form consortias for the coordination of Migrant Education programs and services. Recently the US Department of Education approved funding for incentive grants for twelve consortium arrangements nationwide. The purpose of these incentive grants is to permit monies to be redirected from program administration into direct services for migrant children. Montana is participating in six of these consortium arrangements, including:

- **Texas Migrant Student Transfer Packet System**

The purposes of this consortium are to: (1) provide educational continuity through the timely transfer of pertinent school records, including information on health; (2) empower parents to take a more responsible role in the total efforts of maintaining educational continuity for their children; and (3) to strengthen home-school partnerships.

- **Project SMART (Summer Migrants Access Resources through Technology)**

The purposes of this consortium are to: (1) provide quality instruction/support to migrant students remaining in Texas who are not currently being served in summer programs because of working patterns, lack of availability of courses or distance; (2) provide continuity of instruction for Texas migrant students who move from State to State or within Texas; (3) improve migrant students' performance on the TAKS test; (4) offer credit courses for high school migrant students; and (5) support developmentally appropriate practices for young children.

- **Out-of-State Exit Level Texas Assessment of Knowledge and Skills (TAKS) Testing**

The purposes of this consortium are to: (1) provide Texas home-based migrant students with the opportunity to take the exit-level TAKS test required for high school graduation while residing in other receiving States; (2) provide additional instructional opportunities and TAK test-taking strategies to migrant students residing temporarily in another receiving State before they take the exit-level TAKS test in that State, in another receiving State at a later time, or upon returning to Texas.

- **Temporary NovaNet Labs = C<sup>3</sup> (Credit Accrual, Communication and Continuity)**

The purposes of this consortium are to: (1) allow migrant students the opportunity to electronically access Texas curricular and TAKS preparation materials as they move to another receiving State; (2) promote continuity of education to mobile migrant students through the use of technology, especially laptop computers; and (3) provide access to educational technical and moral support from personnel in the receiving State.

- **New Generation System**

The purposes of this consortium are to: (1) establish and improve a coordinated procedure for the timely electronic transfer of pertinent education and health records of migrant children between and among

homebase and receiving States; and (2) establish a process to evaluate and modify the NGS through the efforts of an NGS management team and the NGS national advisory committee.

▪ **Upper Midwest Consortium**

The purpose of this consortium is to provide continued multi-state support for the Minnesota Migrant Educational Resource Center (MMERC). MMERC will continue to develop and disseminate resource materials, including theme-based curricula for hands-on learning by migrant students, to migrant educators and students in the consortium States. Currently about 6,000 materials are available for loan at no cost to clients. The services, materials and distribution system of MMERC will help ensure that consortium members can access quality materials in an economical and productive manner. Member States are: Minnesota (the lead State), Iowa, Montana, North Dakota, and South Dakota.

OPI Contact: Angela Branz-Spall, Director, Migrant Education Program, 444-2423, or [angelab@state.mt.us](mailto:angelab@state.mt.us).

**Designation of Homeless Liaisons:** We have received Homeless Liaison forms from approximately 30% of the districts. All public school districts are required by law (McKinney-Vento Homeless Education Assistance Act of 2001) to have a Homeless Liaison and need to submit the form to the Office of Public Instruction. The form can be downloaded from the OPI website, [www.opi.state.mt.us](http://www.opi.state.mt.us). Under the "Programs and Services at OPI," pull down menu go to "Homeless Assistance." The form is under related links and is entitled *Liaison Requirements and Liaison Form*. If you have any questions contact Terry Teichrow at 406-444-2036, [tteichrow@state.mt.us](mailto:tteichrow@state.mt.us) or Joan Franke at 406-444-3694, [jfranke@state.mt.us](mailto:jfranke@state.mt.us).

Health Enhancement and Safety Division

**White House Drug Czar Releases Guide on Student Drug Testing:** John P. Walters, Director of National Drug Control Policy (ONDCP), has released a new publication entitled *What You Need to Know About Drug Testing in Schools*. The publication is being released as millions of young people return to school, and is designed to assist educators, parents, and community leaders in determining whether student drug testing is appropriate for their schools. In June of this year the Supreme Court ruled in favor of allowing drug testing for students who participate in competitive extracurricular activities or teams. *What You Need to Know About Drug Testing in Schools* is available at [www.whitehousedrugpolicy.gov/pdf/drug\\_testing.pdf](http://www.whitehousedrugpolicy.gov/pdf/drug_testing.pdf).

**Project Alert and Life Skills Curriculum:** The Department of Health and Human Services has copies of these curriculums available for distribution to schools at no cost. The requestor is responsible for shipping costs. For information, contact Georgiana Gulden at 444-9617.

The **2001 Youth Risk Behavior Survey** reports will be sent to participating school districts hopefully by mid-December. If your school district participated you will be receiving a copy of the High School Report and the Grade 7-8 Report. Again, thank you to all the school districts that participated in the 2001 YRBS. The high participation rate allowed for "weighted data" to be gathered for the compilation of the high school report. The reports will be mailed to the district superintendent of each participating district; please share these with the person responsible for administering the YRBS in your schools. OPI Contact: Susan Court, 406-444-3178 or [scourt@state.mt.us](mailto:scourt@state.mt.us).

**Blood borne Pathogen Kits:** Superintendents recently received a red portfolio containing information and training tools useful for informing school staff about OSHA guidelines regarding safe handling of blood borne pathogens in the school environment. Several packets did not contain the training video referenced in the material. The video is available from your local county health department if you wish to use it as part of a training program for your staff.

### School Nutrition

**Administrative Training:** School Nutrition Programs will offer Administrative Training via 10 videoconference sites throughout the state on October 3, 2002. Participants will learn about policy updates and required administrative procedures including free and reduced-price application approval and meal counting and claiming. Registration information will be mailed and posted on the School Nutrition Website [www.opi.state.mt.us/schoolfood](http://www.opi.state.mt.us/schoolfood). Contact OPI's School Nutrition office at (406) 444-2501 for more information.

**National School Lunch Week:** Celebrate National School Lunch Week October 14-18 with the theme for 2002: "Stars, Stripes and School Lunch". Contact Katie Bark at (406) 994-5641 or [uhdkb@montana.edu](mailto:uhdkb@montana.edu) for more information.

**Severe Need Breakfast:** Documentation must be submitted to School Nutrition Programs by November 8 to continue to receive Severe Need Breakfast reimbursement. Contact OPI at (406) 444-2501 for more information.

### Traffic Education

**Montana Rules CD-ROM:** Free copies of a newly developed traffic safety education CD-ROM will be sent to schools in Montana in October 2002. The "Montana Rules" CD-ROM was created by the MOST of Us™ Campaign at Montana State University – Bozeman with funding from the Montana Department of Transportation, and 12,000 copies of it are being distributed to all 390 Montana junior high and high schools. "Montana Rules" is intended to help students in grades 7-12 learn about traffic safety and traffic laws in preparation for the driver's license exam.

The CD uses a game show format and will provide teachers with an easy-to-use teaching tool that will engage students. It can be used in classroom, library, or taken home. Designed to be a part of driver education, it will be useful in other classes that focus on community and safety issues. It will be valuable to pre-drivers in preparing them for the driving task, and older high school drivers as a refresher.

**Traffic Education Program Applications** for driver education programs to be conducted during the 2002-2003 school year and summer 2003 were due August 1. Schools that have not yet turned in an application for a planned spring or summer program must do so. If delay is due to lack of accurate information about an instructor, or the dates of the program, make your best guess and submit the application. We will approve the program with certain contingencies that can be met at a later time when more accurate information is available. Applications were sent to schools in May. An electronic form is available on the OPI Web page at [www.opi.state.mt.us/drivered/](http://www.opi.state.mt.us/drivered/).

### **Traffic Education Video Loan Library**

The Carson Library at Dillon carries an excellent selection of videos for driver education and health programs. For a nominal fee, these videos are available for loan to schools. A link to the loan library is located [www.opi.state.mt.us/drivered/](http://www.opi.state.mt.us/drivered/).

### Prevention trainings in Kalispell

#### ***Prevention Works!! Becoming An Asset Builder***

Sponsored by Flathead CARE and Safe & Drug Free Schools, Kalispell

Thursday, November 21 & 22, 2002

8:00 a.m. - 5:00 p.m. at The West Coast Hotel

Who Should Attend? Community leaders, youth, parents, juvenile justice staff, youth workers, teachers, counselors, school administrators, clergy, law enforcement; to inspire future commitment and action toward healthy communities for youth. This training will bring people together from different community sectors and professional settings throughout the Flathead Valley and surrounding counties to focus on positive youth development. Limited scholarships will be available.

Fee: \$175.00 for schools in the local Safe & Drug Free School Consortium

\$225.00 for all others

### ***Assets Build Academic Success: Policy & Practice***

Wednesday, November 20, 2002

1:00 p.m. - 7:30 pm (includes dinner) at The West Coast Hotel, Kalispell

A one-day training for school administrators, board members, principals and counselors. Special presenters from Montebello Unified School District in Montebello, California will share how they have successfully incorporated the 40 Developmental Assets into their school system and have been featured on several national television news magazine programs.

Call Flathead CARE, 406/751-3710 for more information, Julie Cummins, Program Coordinator

### 20 Distance Learning Scholarships Available for Montana Teachers

A new round of "Governors Excellence in Education Scholarships" will be awarded this fall to Montana educators to pursue a Masters Degree in Learning and Technology from Western Governors University (WGU). All Montana teachers are eligible to apply for the 20 \$4,000 scholarships. Educators can apply online at [www.wgu.edu/montana](http://www.wgu.edu/montana), where they will find details about the scholarship, course of study, and information on how to submit an application electronically. The scholarships will be awarded so that teachers may begin their course of study this fall.

### Grant and Funding Information

#### **ASCD Outstanding Young Educator Award**

The ASCD Outstanding Young Educator Award candidate is an education professional, 40 years of age or younger who demonstrates exemplary commitment and exceptional contribution to the profession. Their creative and innovative accomplishments within the classroom, school, district, state, or region has had a significant impact on student performance and achievement over time and provides an ongoing model of excellence in encouraging all learners to succeed. Their body of work consistently proves their leadership among their colleagues. The recipient of the Young Educator Award will be profiled in *Educational Leadership*, will receive a check in the amount of \$10,000, and will be honored during a general session at the ASCD Annual Conference and Exhibit Show in San Francisco, California. Nomination deadline: December 16, 2002. <http://www.ascd.org/oyea.html>

#### **AXA Foundation Corporate Scholarship Support**

AXA Foundation and Citizens' Scholarship Foundation of America will award scholarships to well-rounded high school graduates and promote higher education through a series of national and local initiatives. Fifty-two scholarship recipients, known as AXA Achievers, will be selected – one from each state, the District of Columbia and Puerto Rico. These recipients will receive one-time scholarships of \$10,000 each. Ten AXA Achievers will be selected as national recipients from the pool of 52, earning an additional one-time scholarship of \$15,000, a computer and the offer of an internship at an AXA office. Application deadline: December 15, 2002. <http://www.axa-achievement.com/>

### **Teaching Tolerance**

The Southern Poverty Law Center provides Teaching Tolerance grants of up to \$2,000 to K-12 classroom teachers for implementing tolerance projects in schools and communities. Proposals from other educators such as community organizations and churches will be considered on the basis of direct student impact.

<http://www.tolerance.org/teach/expand/gra/guide.jsp>

### **Classroom Connect's Internet Educator of the Year Award**

Classroom Connect has announced the 4th annual Internet Educator of the Year Award. The 2003 Internet Educator of the Year will be an educator who embraces Internet resources and technologies, and successfully integrates them into the classroom. He or she is a teacher first, demonstrating and sharing a love of learning and using the Internet as a tool for learning with those around them -- both students and faculty -- and is an inspiration to everyone who has or is struggling with combining the professional act of teaching with the realities of a completely wired future. Nomination deadline: October 31, 2002.

<http://proflearn.classroom.com/ProfDev/ieoty.asp>

### **Team America Rocketry Challenge**

The Team America Rocketry Challenge is the first national model rocket competition for U.S. high school and junior high school students. Teams are challenged to design, build, and launch a model rocket carrying two raw eggs to exactly 1,500 feet, while returning both eggs to the earth unscrambled. The contest is limited to a total of 500 U.S. high school teams. The top five teams will share a grand prize pool of \$59,000 in cash and savings bonds. In addition, three of the top ten teams are eligible to win \$2,500 grants, including travel expenses, to launch an advanced rocket with NASA. Each of the top 25 teams' schools will be invited to send one teacher on an all expenses paid trip to attend an advanced NASA rocketry workshop with NASA scientists and engineers, and tour research and development facilities at NASA Marshall Space Flight Center. Application deadline: November 15, 2002.

<http://www.rocketcontest.org/>

### **2003 NSTA Science Teacher Awards**

Due to overwhelming interest, the National Science Teachers Association (NSTA), the nation's largest science teacher organization, is extending the deadline for its 2003 science teacher awards. The deadline for entries is now Tuesday, October 15, 2002. NSTA offers a host of awards that recognize and honor the nation's top science educators for their dedication to and passion for the profession and for their innovative classroom programs. In addition to recognition, the popular awards give science teachers the opportunity to secure resources for classroom equipment and materials or attend an NSTA convention. Just a few of the awards include the NSTA Distinguished Informal Science Education Award. This award recognizes an NSTA Member who is not a classroom teacher, and who has contributed to informal science education, the DCAT "Making a Difference" Award, for middle level teachers; and the NSTA Robert H. Carleton Award, the highest honor an NSTA member can receive, this award recognizes science educators for their lifelong contributions to and leadership in science education.

[http://www.nsta.org/222/&class\\_level=Middle&program\\_type=teacher%20awards](http://www.nsta.org/222/&class_level=Middle&program_type=teacher%20awards)

### **2003 New Leaders Academy**

The National Youth Employment Coalition is currently seeking applicants for the 2003 New Leaders Academy, a competitive year-long professional management and training program specifically designed to equip mid-level youth service professionals with the skills and comprehension necessary to successfully manage and lead youth programs. The New Leaders Academy provides training to mid-level professional youth service staff in current information and best practices on what works in youth employment and the use of available data and successful models of youth employment and youth development. The Academy also helps staff improve management skills and encourages networking with

other senior professionals in the field. Application deadline: November 1, 2002.

<http://www.nyec.org/newleaders.html>

### **National Endowment for the Humanities**

The National Endowment for the Humanities provides grants to schools, colleges, universities, libraries, museums, and other cultural institutions to improve formal humanities education in the United States from kindergarten through college. The program supports projects that promise national significance by virtue of their content, approach, or reach. The size of a grant depends on the scope of the project, its duration (up to three years) and the number of participants. Application deadline: October 15, 2002.

<http://www.neh.gov/grants/guidelines/eep-hfg.html>

### **The Coca-Cola Foundation**

The Coca-Cola Foundation encourages new solutions to countless problems that impede educational systems today, and it supports existing programs that work. Because the challenges for education are so broad, the Foundation's commitment is multifaceted. It offers support to public and private colleges and universities, elementary and secondary schools, teacher-training programs, educational programs for minority students, and global educational programs. Next application deadline: December 1, 2002.

[http://www2.coca-cola.com/citizenship/foundation\\_guidelines.html](http://www2.coca-cola.com/citizenship/foundation_guidelines.html)

### **Federal Resources for Educational Excellence (FREE)**

More than 30 Federal agencies formed a working group in 1997 to make hundreds of federally supported teaching and learning resources easier to find. The result of that work is the FREE website.

<http://www.ed.gov/free/>

### **eSchool News School Funding Center**

Information on up-to-the-minute grant programs, funding sources, and technology funding.

<http://www.eschoolnews.com/resources/funding/>

### **School Grants**

A collection of resources and tips to help K-12 educators apply for and obtain special grants for a variety of projects. <http://www.schoolgrants.org>.